

Fire Department Administrator (Part-time)

Town of New Boston

The New Boston Fire Department is seeking to fill a part time position as the Department Administrator. This position reports to the Fire Chief and will be a 2 shift, 16 hour a week position. One of the work days must be Monday and the other workday is to be determined. Applicants must be a New Hampshire licensed EMT or Paramedic, and possess solid administrative skills along with a well-established knowledge of Microsoft applications, web site and database management. For specific information regarding the position, please see the Town of New Boston website at:

http://www.newbostonnh.gov/Pages/NewBostonNH_Fire/index

To Apply:

For additional information or to forward resumes contact Chief Dan MacDonald @ 603.487.5282 or via email at d.macdonald@newbostonnh.gov.

Salary: Salary Range \$16.53 - \$21.59

Closing Date: November 4, 2016